

**A-E JOINT BOARD  
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,  
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS  
MADISON WI  
APRIL 22, 2009**

**PRESENT:** James Rusch, Scott Berg, Rosheen Styczinski, Rick Van Goethem, Matthew Janiak, Daniel Sheldon, Steven Hook, Nancy Ragland, Charles Kopplin, Martin Hanson, Lawrence Schnuck, Walter Wilson, Julia De Cicco, Gary Kohlenberg (arrived at 9:27 a.m.)

**EXCUSED:** Thomas Gasperetti, Steven Neilsen, James Mickowski, Wayne Tlusty, Steven Tweed

**ABSENT:** Bernie Abrahamson, Gary Gust, Michael Kinney, Ryan Klippel, Ruth G. Johnson

**STAFF PRESENT:** Yolanda McGowan, Bureau Director; Colleen Baird, Legal Counsel; Kimberly Wood, Bureau Assistant

**GUESTS:** John Kannard, Wisconsin Society of Land Surveyors (WSLS); Francis Thousand, WSLS; Michael Blumenfeld, American Society of Landscape Architects (ASLA) Wisconsin; Shawn Kelley, ASLA Wisconsin

**CALL TO ORDER**

Martin Hanson, Chair, called the meeting to order at 9:08 a.m. A quorum of thirteen (13) members was present.

**ADOPTION OF AGENDA**

Amendments to Agenda

- After Item “D” – Add: Election of Officers for 2009

**MOTION:** James Rusch moved, seconded by Lawrence Schnuck, to approve the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES – OCTOBER 22, 2008**

**MOTION:** Steven Hook moved, seconded by Lawrence Schnuck, to approve the Minutes of October 22, 2008 as written. Motion carried unanimously.

**ELECTION OF OFFICERS FOR 2009**

- NOMINATION:** Steven Hook nominated Martin Hanson as Board Chair. Martin Hanson was elected Board Chair by consensus vote.
- NOMINATION:** Charles Kopplin nominated the remaining 2008 slate of officers for re-election, with Rosheen Styczinski as Vice Chair, and James Rusch as Secretary. The remaining 2009 officers were re-elected by consensus vote.

**ADMINISTRATIVE REPORT  
YOLANDA MCGOWAN, BUREAU DIRECTOR**

The Board's attention was directed to a survey which was provided at today's meeting. It was explained that this survey is intended to be used as a self-evaluation tool for the Board. Instruction on the completion, collection and review of the Board Member Satisfaction Survey was given. Yolanda McGowan informed the Board that the Department would like to conduct Board Chair training sessions in the Fall of each year. In order to obtain advance knowledge of the individuals in attendance it was requested that the Board change its elections to the Fall to allow time for new chairs and vice chairs to be trained. The Board noted that elected officers would not assume their duties until the first meeting of the following calendar year.

The Board was advised that Gail Sumi has been appointed as Administrator in the Division of Board Services. Gail Sumi appeared before the Board to provide an introduction.

**2009 Meeting Dates**

Yolanda McGowan directed the Board's attention to the 2009 meeting and screening dates within their agenda packets. It was indicated that this item was provided for informational purposes.

**Annual Policy Review**

Yolanda McGowan provided the Board a review of the Department policies listed below:

- Quorum Policy and Procedure
- Agendas and Addendums
- Hotel Policy and Reservations
- Travel Vouchers and Per Diems
- Out-of-State Travel Policy
- State of Wisconsin Pocket Travel Guide
- Checked Bag Policy

## **Department Updates**

Yolanda McGowan reported changes occurring within the Department:

- Kimberly Nania has retired as the Division of Board Services Administrator.
- Gail Sumi has been appointed to fill the Division of Board Services Administrator position.
- Larry Martin, former Executive Assistant, has taken a position in the Office of the Governor as the Director of Outreach.
- Hector Colon has been appointed as the Department's Executive Assistant.
- The Division of Board Services is being merged with the Office of Legal Counsel in order to improve the efficiency of services to the Boards, licensees and to the public.

## **LEGISLATION/ADMINISTRATION UPDATE**

Colleen Baird briefly outlined the rules which the Board is currently focused on.

### **Update on A-E 8.08 – Failure to Respond Rules**

Colleen Baird provided the Board with an update regarding the progress of 8.08 and informed the Board that significant progress has been made on the proposed rule. The Board was informed that a public hearing regarding this rule draft will be held at the May 27, 2009 AE Joint Board Rules Committee meeting.

### **Update on A-E 8.03(5) – Definition/Responsible Change Rule**

Colleen Baird also provided the Board with an update regarding the progress of 8.03(5) and stated that notable progress has been made on this proposed rule as well. The Board was informed that this rule draft will also be subject to public hearing at the May 27, 2009 AE Joint Board Rules Committee meeting.

*(Gary Kohlenberg joined the meeting at 9:27 a.m.)*

### **Update on LRB 09-1945/1 – Legislation Related to Failed Exam Review**

Yolanda McGowan advised the Board that the Department had discovered that an existing statutory provision which allows for an applicant to review a failed examination conflicts with the policies of the testing company which disallows this practice. Draft language has been written to repeal the conflicting statute and work is in progress to promulgate legislation.

### **Update on Legislation Related to Landscape Architect Practice Act**

The Board was advised that the Landscape Architect Section continuing education legislation came through committee and has been sent to the AE Joint Board Rule Committee. Rosheen Styczinski reported on the testimony that was provided at a hearing she attended relating to this rule.

**Section Update on 2007 Wisconsin Act 47 Relating to Continuing Education for Architects, Landscape Architects, Professional Engineers, Designers of Engineering Systems, and Land Surveyors**

Noted.

**PROPOSED STATE BAR RULES RELATING TO THE UNLICENSED PRACTICE OF LAW**

**Update and Discussion of Proposed Rules Relating to State Bar of Wisconsin Unlicensed Practice of Law**

The Board was updated by Colleen Baird regarding this issue and was informed that Jack Zwieg is on a Committee which is working to address a proposed rule regarding rules pertaining to the unlicensed practice of law. It was requested that notification be provided to the Board, in its entirety, if anything of note occurs between this and the next A-E Joint Board meeting.

**SECTION MEMBER REPORTS**

**ARCHITECTS**

Walter Wilson reported to the Board regarding his attendance at the NCARB Region 4, 5 and 6 in Salt Lake City, UT. Walter Wilson informed that he had been Elected Vice Chair of NCARB Region 4. He went on to highlight some of the topics addressed at this meeting. Walter Wilson then provided a Section update. It was noted that the Architect Section has been focusing on continuing education rule drafting. Lawrence Schnuck is currently working with Colleen Baird on this rule draft.

**LANDSCAPE ARCHITECTS**

Rosheen Styczinski reported on the issues currently under the purview of the Landscape Architect Section. It was reported that the Section had completed its continuing education rules and that the AE Joint Board Rules Committee would be holding a public hearing on this topic in May. Additionally, the Board was informed that there were no applications to review at the Section's last meeting. The Board was informed of the Sections Officers for 2009: Rosheen Styczinski – Chair; Michael Kinney – Vice Chair; and Nancy Ragland – Secretary. Finally, it was noted that Rosheen Styczinski has been selected as the Section's delegate to attend the Council of Landscape Architectural Registration Boards (CLARB) Annual Meeting in September 2009.

**PROFESSIONAL ENGINEERS**

Charles Kopplin reported that the Engineer Section is also pursuing the completion of its continuing education rule draft and that the Wisconsin Society of Professional Engineers will be providing comments collected by its Steering Committee which includes several professional societies. The sections long term plans are to review of the application appraisal form, provide definition in chapter 443 regarding omissions and definitions relating to designer of engineering systems and review of the grandfather clause. Continuing education requirements are not being considered for review at this time.

## **DESIGNERS**

Scott Berg reported that 2008 officers had been re-elected to serve in 2009 and that a rewrite of the examinations for the five (5) separate disciplines covered by the Section was recently completed. The Board also noted that the Section's long term plans are to address a review of its application appraisal form, the effort to clarify the definition in Chapter 443, regarding errors omissions and definitions relating to designer of engineering systems, look into an increased number of applications which negates Section review of grandfathered education and finally rule drafting of continuing education requirements.

## **LAND SURVEYORS**

Rick Van Goethem reported to the Board on the Section's activities including the re-election of the 2008 slate of officers for 2009, review of methodology surrounding continuing education review and the announcement of a new public member, Ruth G. Johnson. It was noted that the next Section meeting will be held in July.

## **NEW BUSINESS**

The Joint Board requested Yolanda McGowan inquire into the possibility of holding a teleconference meeting of AE Joint Board after the May 27, 2009 AE Joint Board Rules Committee for the purpose of follow-up regarding the Board's efforts to promulgate continuing education legislation. Also discussed was a concern which was raised regarding a noticeable increase in the number of unlicensed practice cases. The Board discussed the potential to pursue this concern by implementing more stringent disciplinary action for cases involving unlicensed practice.

## **SUCH OTHER ITEMS AS AUTHORIZED BY LAW**

None.

## **PUBLIC COMMENTS**

Bill Babcock, Executive Director – AIA Wisconsin, informed the Board that AIA Wisconsin is currently offering free preparation sessions for the architectural examinations in an attempt to encourage licensure. Information about the Annual Convention to be held May 20 & 21, 2009.

Comments were then provided relating to the Landscape Architects Section's (LSA) continuing education rule draft. Shawn Kelley, AIA Wisconsin, and Michael Bloomfeld, ASLA, each provided comments and indicated their positions regarding LSA's continuing education draft.

**ADJOURNMENT**

**MOTION:** Matthew Janiak moved, seconded by Walter Wilson, to adjourn the meeting.  
Motion carried unanimously.

The meeting adjourned at 10:25 a.m.

**NEXT MEETING: OCTOBER 14, 2009**